



United States
Department of
Agriculture

Farmers
Home
Administration

Washington
D.C.
20250

FmHA AN No. 1660 (1951)

October 22, 1987

SUBJECT: Salary Offset

TO: All State Directors and State Directors-at-Large, FmHA

Purpose/Intended Outcome: My memorandum of July 18, 1987, requested that you identify delinquent borrowers eligible for salary offset and initiate the offset process in accordance with FmHA Instruction 1951-C. Borrowers not eligible for offset were to be categorized and a report returned to the National Office.

Salary offset is of strong interest to the Office of Management and Budget (OMB), and they have requested that we provide additional information on a monthly basis concerning each borrower included in the match and identified as eligible for offset. The purpose of this AN is to establish a report format that meets OMB's requirements and establish a deadline for field office reporting.

Comparison with Previous AN: No AN has been issued on this subject.

Implementation Responsibilities: State Directors are responsible for providing the information requested in the attached format by the end of each month to comply with OMB's requirements. The first report is due on October 30, 1987, and may be sent by teletype to mailbox NO.FMAS. The following information must also be supplied:

1. If a borrower was identified for offset and will not be sent FmHA Guide Letter 1951-4, the borrower's name, case number, and the reason no letter will be sent (use the categories listed on my July 18 memorandum).
2. A copy of the action taken on each appeal.
3. If offset is terminated for a borrower, the reason for that termination.

EXPIRATION DATE: September 30, 1988

FILING INSTRUCTIONS: Preceding
FmHA Instruction 1951-C



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Secretary of Agriculture, Washington, D.C. 20250

If salary offset has not been initiated against those delinquent borrowers determined eligible, State Directors will ensure that process begins immediately. Notification letters to those borrowers, as provided in FmHA Instruction 1951-C, will be sent in time to provide us a copy by October 30, 1987.

All material requested will be sent to Bob Nelson, FmHA/FMAS, Room 5049-S, in the National Office.

Please call Mr. Nelson on 202-475-4705 (FTS 475-4705) with any questions.



VANCE L. CLARK
Administrator

Attachment

Sent via facsimile on 10/23/87 at 12:23 by ASD.
The State Director will notify other offices, as appropriate.

Salary Offset Report as of / /

State

NAME CASE #	AMOUNT DELINQUENT	DATE GUIDE LETTER SENT	DATE BORROWER APPEALED	DATE ACTION TAKEN ON APPEAL	DATE LETTER SENT TO PAYING AGENCY	DATE OFFSET ESTABLISHED	DATE OFFSET TERMINATED

1660(1957)